

American Medical Technologists (AMT)

DANTES Test Centers' Authorization

The American Medical Technologist (AMT) authorizes military installations with DANTES Test Centers to administer the AMT certification examinations for medical assistants and laboratory personnel.

Background

This chart identifies some important historical background and information concerning the AMT program:

Number	AMT Background/Information
1	AMT was established as a national nonprofit registry for medical laboratory personnel.
2	In 1973, AMT first offered certification examinations for medical assistants.
3	The registry of the AMT attests to the qualifications of: <ul style="list-style-type: none">• Laboratory Personnel• Medical Assistant Personnel, and• Dental Assistant Personnel who have met established standards and requirements.
4	<ul style="list-style-type: none">• AMT is a member of the National Committee for Clinical Laboratory Standards• All certification exams are approved by the National Commission for Certifying Agencies (NCCA)• AMT is an approved certifying organization with the National Organization for Competency Assurance (NOCA)
5	An increasing number of clinical laboratory personnel being trained in Armed Forces schools of Medical Technology inspired the establishment a Uniformed Services Committee to assist Service personnel. The Uniformed Services Committee is composed of active duty or retired representatives for each branch of Service.

Description

AMT Certification

AMT's certification of medical laboratory personnel, medical assistants, and dental assistants is based on an objective multiple-choice examination. View AMT's website for **certification requirements** at: www.amt1.com.

Examination Time Limit

AMT recommends a

- 3-hour time limit for each of the examination areas.
- TCOs may terminate the examination after 3 hours.

Medical Technologist

The **Medical Technologist (MT)** examination consists of approximately 200 multiple-choice questions in:

<ul style="list-style-type: none">• Hematology• Blood Banking• Serology• Urinalysis• Chemistry• Bacteriology	<ul style="list-style-type: none">• Parasitology• Lab Safety• Histology• Quality Control• Proficiency Testing• General Laboratory
---	--

Medical Laboratory Technician

The **Medical Laboratory Technician (MLT)** examination consists of approximately 200 multiple-choice questions in:

<ul style="list-style-type: none">• Urinalysis• Hematology• Chemistry• Parasitology	<ul style="list-style-type: none">• Bacteriology• Serology/Immunohematology• General Laboratory
--	---

Continued on next page

Description, Continued

Registered Medical Assistant

The **Registered Medical Assistant (RMA)** examination consists of approximately 200 multiple-choice questions in:

<ul style="list-style-type: none">• Anatomy and Physiology• Front Office Procedures• Medical Law and Ethics• Patient Services• Safety Procedures	<ul style="list-style-type: none">• Medical Terminology• Patient Examination• Routine Laboratory Procedures• Instruments• Emergency Procedures
--	--

Registered Dental Assistant

The **Registered Dental Assistant (RDA)** examination consists of approximately 200 multiple-choice questions in:

<ul style="list-style-type: none">• Office Procedures• Communication• Professional Conduct• Dental Terminology• Local Anesthesia• Sterilization• Instruments• Laboratory	<ul style="list-style-type: none">• Patient Management• Ethics• Dental Anatomy• Patient Education• Medical Emergencies• Dental Materials• Chairside Procedures• Radiology
---	--

Certified Office Laboratory Technician

The **Certified Office Laboratory Technician (COLT)** examination consists of approximately 200 multiple-choice questions in:

<ul style="list-style-type: none">• Hematology• Microbiology• Urinalysis• Microscopy• Terminology• Anatomy• Physiology	<ul style="list-style-type: none">• Safety• Blood Samples• Specimen Collections• Legal, Ethical• Clerical Skills• Communication, and• Interpersonal Relations
--	---

Continued on next page

Description, Continued

Registered Phlebotomy Technician

The **Registered Phlebotomy Technician (RPT)** examination consists of approximately 200 multiple-choice questions in:

<ul style="list-style-type: none">• Obtaining Blood Samples• Specimen Processing• Assignment Organization• Clerical Skills/Duties• Ethics• Anatomy	<ul style="list-style-type: none">• Specimen Collection• Time Management• Communications• Safety• Terminology• Physiology
---	--

Certified Laboratory Consultant

The **Certified Laboratory Consultant (CLC)** grants certification to candidates who earn 125 or more points across the areas listed below.

<ul style="list-style-type: none">• Intent to Provide Services (30 points max.)• Education (10 points max.)• Laboratory-related Experience (5 points max.)• Professional and Business Affiliations/State Licensure (20 points max.)	<ul style="list-style-type: none">• Professional Certifications (25 points max.)• Continuing Education (25 points max.)• Professional Activities (25 points max.)• Professional Consulting Resources (20 points max.)
--	--

Certified Allied Health Instructor

The **Allied Health Instructor (AHI)** must satisfy the following requirements:

<ul style="list-style-type: none">• Be of good professional character.• Submit three professional letters of recommendation.• Provide transcripts of educational attainment.	<ul style="list-style-type: none">• Have graduated from an accredited school or course of study in his or her discipline.• Have 2 years teaching experience in the past 5 years.
--	---

Eligibility Requirements

Medical Technologist

Applicants shall be of good moral character and be a graduate of an accredited high school or acceptable equivalent. Applicants must meet one of the following requirements:

- A. Have graduated from an accredited college or university with a bachelor's degree in medical technology, or graduated with a bachelor's degree with a major in one of the biological or chemical sciences and completed at least 1-year of approved laboratory experience.
- B. Completed at least 90 semester hours or 135-quarter hours in an accredited college. May include junior college and must include 40 semester hours or 60 quarter hours in those disciplines that comprise medical technology. Applicant must complete at least 1-year of approved laboratory experience. This route is valid only if the program awarded a baccalaureate degree or if the individual has otherwise earned a B.S. degree.

The following applicants may be considered for [MT(AMT)] certification without further examination:

- C. Passed the HHS (HEW) CLT Proficiency Examination and have completed at least 5-years of approved laboratory experience. In addition, must submit evidence of having obtained the required baccalaureate degree.
- D. Holds other certification obtained through examination in the medical technologist category, and is determined by the AMT Board of Directors to have met the AMT training and experience requirements. Applicant must show evidence of having obtained the required baccalaureate degree.
- E. Passed a medical technologist level examination for state licensure, reviewed by the Education, Qualifications and Standards Committee and approved by the AMT Board of Directors, providing they show evidence of having obtained the required baccalaureate degree.

All applicants applying under A or B must take and pass the AMT certification examination for Medical Technologist (MT).

Continued on next page

Eligibility Requirements, Continued

Medical Laboratory Technician

Applicants shall be of good moral character and a graduate of an accredited high school or acceptable equivalent, and must meet one of the following requirements:

A. College or University Program

- Have an associate degree in medical technology (or equivalent) from an accredited 2-year college, or
- Have completed at least 2 years (60 semester hours) of courses in any accredited college, including at least 25 semester hours in those disciplines that comprise medical technology and may include any chemical or biological science courses, as well as mathematics and/or courses in computer science not to exceed 6 semester hours, plus 6 months of laboratory experience, and have been awarded an associate degree.

B. Professional School or Armed Forces School

- Applicants shall be a graduate of a medical school or program accredited by an organization approved by the U.S. Department of Education and must show evidence of having obtained an appropriate associate degree, or
- Be a graduate of a medical laboratory school or program in an institution accredited by a Regional Accrediting Commission or by a national accrediting organization approved by the U.S. Department of Education, and must show evidence of having obtained an appropriate associate degree, or
- Have completed an official military laboratory procedures course of at least 50 weeks duration, and shall have held the military occupational specialty of Medical Laboratory Specialist and must show evidence of obtaining an appropriate associate degree.

C. Applicants holding other certifications obtained through examination in the medical laboratory technician category, determined by the AMT Board of Directors to have met the AMT training and experience requirements, may be considered for [MLT(AMT)] certification without further examination. Must show evidence of having obtained an appropriate associate degree.

All applicants applying under A and B must take and pass the AMT certification examination for Medical Laboratory Technician (MLT).

Continued on next page

Eligibility Requirements, Continued

Certified Office Laboratory Technician

Applicants shall be of good moral character and a graduate of an accredited high school or acceptable equivalent. Applicants must pass the AMT Certification Examination for Certified Office Laboratory Technician. Applicants must meet one of the following requirements:

- Academic – Completed an academic course (or combined courses) of study that includes a minimum of:
 - 100 clock hours of study in fundamental laboratory technology.
 - 50 clock hours of study in medical office duties.
 - 50 clock hours of study in patient contact-related tasks.
 - These 200 didactic clock hours are required in addition to 120 hours of documented, satisfactory clinical experience in a physician's office.
- Experiential – Completed at least 1,040 hours of documented, satisfactory work experience within the past 3 years that includes the performance of duties related to:
 - The clinical laboratory
 - Medical office tasks
 - Direct patient contact and patient management (No less than 50 percent of this experiential time (520 hours) may be related to the laboratory.)

Continued on next page

Eligibility Requirements, Continued

Certified Laboratory Consultant

The Certified Laboratory Consultant is a medical laboratory expert who functions independently in providing laboratory-related guidance to healthcare facilities. The Consultant possesses expertise as a generalist or may provide services as a specialist in one or more disciplines.

For a certification application describing the requirements in detail, please E-mail your request to the AMT office at amtmail@aol.com.

Registered Medical Assistant

Applicants shall be of good moral character and a graduate of an accredited high school or acceptable equivalent, and meet one of the following requirements:

- Applicants shall be a graduate of:
 - A medical assistant program or institution accredited by an organization approved by the U.S. Department of Education.
 - A medical assistant program accredited by a Regional Accrediting Commission or by a national accrediting organization approved by the U.S. Department of Education.
 - A formal medical services training program of the U.S. Military.
 - Applicants shall have been employed as a Medical Assistant for a minimum of 5 years, no more than 2 years of which may have been as an instructor in a postsecondary medical assistant program.
 - All applicants must pass the AMT certification examination for Registered Medical Assistant (RMA)
-

Continued on next page

Eligibility Requirements, Continued

Registered Phlebotomy Technician

Applicants shall be of good moral character and be a graduate of an accredited high school or acceptable equivalent. Applicants must meet one of the following requirements:

- Have graduated from a phlebotomy program accredited by an organization approved of the U.S. Department of Education.
- Have graduated from an acceptable program in an institution accredited by a Regional Accrediting organization approved by the U.S. Department of Education.
- Successfully completed an acceptable phlebotomy-training program, which includes at least 120 hours of didactic instruction and 120 hours of clinical practica.
- Completed at least 1,040 hours of acceptable work experience as a phlebotomy technician within the past 3-years; to include venipunctures, skin punctures, specimen processing, communication skills, and clerical duties.

IMPORTANT NOTE: All applicants applying under the above requirements must have completed a minimum of 50 venipunctures, 25 finger or heel sticks, and pass the AMT certification examination for Registered Phlebotomy Technician.

- The AMT Board of Directors has further determined that applicants who have passed a phlebotomist examination for the purpose of state licensure shall be eligible for [RPT(AMT)] certification.
- The AMT Board of Directors has further determined that applicants holding other phlebotomy certifications obtained by examination, and who are determined by the Board to have met the AMT training and experience requirements, may be considered for [RPT(AMT)] certification without further examination.

Continued on next page

Eligibility Requirements, Continued

Registered Dental Assistant

Applicants shall be of good moral character, at least 18 years of age and, a graduate of an accredited high school or acceptable equivalent. Applicants must meet one of the following requirements:

- Have graduated from a dental assistant program or institution accredited by the Accrediting Bureau of Health Education Schools (ABHES).
- Have graduated from a dental assistant program or institution accredited by an agency recognized by the U.S. Department of Education or the Commission on the Recognition of Postsecondary Accreditation (CORPA).
- Completed a dental assisting training program offered and approved by the Armed Forces. The applicant must also have completed a minimum of 1-year of fulltime (or equivalent) experience in the dental assisting profession.

NOTE: All of the above training programs must have been structured to address the following context areas:

- Office Assisting Skills
- Dental Sciences
- Clinical Procedures
- Radiology
- Applicants shall have been employed in the occupation of Dental Assisting for a minimum of 3 years full time (5,250 hours of experience) and shall present recommendation from an employer (of the applicant) who is a dentist.
- Applicants must be currently certified in cardiopulmonary resuscitation (CPR) by the American Heart Association or the American Red Cross, or show proof of comparable training. If physical limitations prevent CPR certification, contact the AMT office.
- All applicants must pass the AMT certification examination for Registered Dental Assistant.

Continued on next page

Eligibility Requirements, Continued

**Allied Health
Instructor
Certification**

Applicants must be of good professional character and a graduate of an accredited school or course of study in his or her discipline. For a certification application describing the requirements in detail, please E-mail your request to the AMT office at amtmail@aol.com.

Application

**Application
Process**

Either the individual applicant or the TCO may order application(s) from:

American Medical Technologists
710 Higgins Road
Park Ridge, IL 60068

Phone: (847) 823-5169

Fax: (847) 823-0458

Program Materials and Assistance

**Obtaining
Program
Materials**

Contact AMT for brochures and pamphlets.

Approved Laboratory Experience

Approved Laboratory Experience

Laboratory experience must cover at least four of the various branches of clinical laboratory testing (e.g., Chemistry, Hematology, Parasitology, Urinalysis, Bacteriology, Serology, Blood Banking, etc.). All approved laboratory experience credited toward certification must be one of the following:

In a Clinical Laboratory	In a Research Laboratory	In a Hospital Laboratory
Directed by a person with a doctorate degree in one of the sciences or an M.D.	Operated by an accredited college or university.	Accredited by the Joint Commission on Accreditation of Healthcare Organizations.
Approved for service to patients under "Conditions for Coverage of Services of Independent Laboratories" under Medicare.	Directed by a person with a doctorate degree.	Accredited by the Bureau of Hospitals of the American Osteopathic Association.
		Accredited by an agency approved by Medicare.

Equivalent Civilian-Military Skills

Equivalent Civilian-Military Skills

The following chart provides education counselors and TCOs with a guide of equivalent civilian-military skills.

Branch of Service	Medical Laboratory Technician	Medical Technologist	Medical Assistant
ARMY	Senior Medical Laboratory Specialist Desig: MOS-92B30	Senior Medical Laboratory Specialist Desig: MOS-92B30 Chief Medical Laboratory Specialist Desig: MOS-92B40	Medical Specialist Desig: MOS-91B10
NAVY	Medical Laboratory Technician Desig: HM-8506	Medical Technologist Desig: HM-8506/8507 NOBC-50	Medical Service Technician Desig: HM-0000/8424
AIR FORCE	Medical Laboratory Specialist Technician Desig: AFSC: 90450	Medical Laboratory Technician Desig: AFSC: 90470	Medical Service Specialist/Technician Desig: AFSC 90250/90270
COAST GUARD	Clinical Laboratory Technician Advanced Clinical Laboratory Technician Desig: HM, Qual Codes 03, 14	None	Medical Service Technician Desig: MM, Qual Code 04

Ordering

Ordering Examinations

The TCO should follow the steps below when ordering AMT certification examinations:

Step	Action
1	Have the examinee complete the application form supplied by AMT.
2	Review application form(s) for accuracy and completeness.
3	Forward applications to AMT with a letter on official stationery.

Fees

The applicant must complete the application and prepay examination and registration fees as follows:

Examination Areas	Fees
Medical Laboratory Technician	\$115
Medical Technologist	\$115
Medical Assistant	\$85
Dental Assistant	\$85
Phlebotomy Technician	\$85
Laboratory Consultant	\$150
Allied Health Instructor	\$60

Administration

Administration

The AMT certification examinations:

- Can be scheduled by the TCO at his or her discretion.
 - Can be taken by eligible active military personnel
 - Can be taken by the following civilians on a space-available basis according to local command policy and Service regulations:
 - Retired military personnel
 - Military family members
 - Veterans, and
 - U.S. federal employees
 - Is not funded unless existing regulations provide otherwise.
-

Examination Scoring

Examination Scoring	TCOs should immediately forward completed examinations to AMT for scoring.
----------------------------	--

Notification of Test Scores	AMT will notify: <ul style="list-style-type: none">• Examinees directly of their scores and qualification for certification.• TCOs that scores have been provided to the examinees.
------------------------------------	--

Refunds

Refunds	The examination and processing fees are non-refundable, but are good for two examinations, should the applicant fail the first test.
----------------	--

Retesting

Retesting	Examinees who do not pass the examination may retake it once within a 2-year period. If examinees fail an examination after two attempts, they must submit a new application and fees with proof of further education.
------------------	--

Problems

Problems	If applicants do not receive applications, descriptive information, examinations, examination scores, or certificates in a timely manner, inquire directly to AMT.
-----------------	--

Security

Test Loss or Compromise

If an AMT examination is lost or compromised, take the following steps:

Step	Action
1	Refer to Part I of the <i>DANTES Examination Program Handbook (DEPH)</i> for complete instructions if there is an AMT test loss or compromise.
2	Contact DANTES <u>immediately</u> and refer to specific Service regulations for complete procedures. DANTES address is: DANTES Code 20F 6490 Saufley Field Road Pensacola, FL 32509-5243 Phone: (850) 452-1360 DSN: 922-1360 Fax: (850) 452-1161

Web Pages

DANTES Web Address

The web address for DANTES is <http://www.dantes.doded.mil>.

AMT Web Address

The web address for AMT is www.amt1.com.

E-mail

The DANTES Certification Program E-mail address is certprog@voled.doded.mil.
